

4

Document Summary for Voucher 0464TA10005 (View Only)



Quick Tip

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Entering Document

Current Document

[Bottom of page](#)

Trip Number 1

Travel
Authorization 0464TA10005
Number

Travel Details 0000012988, Lawrence Small, 1100-OFC OF SECTY

Itinerary Details ISLE OF HAWAII: OTHER, HI 11/19/03 - 11/30/03

Purpose Description Attend SAO submillimeter array telescope dedication

Ticketed Trans Details 4,852.20

Expenses Expense Summary

Edit	Delete	Date	Expense	Amount	Pmt Method
/		11/21/2003	Lodging Tax	74.21	OTHER
/		11/22/2003	car service	567.71	OTHER
/		11/22/2003	day room in Hilo	72.42	OTHER
/		11/22/2003	Lodging Tax	74.21	OTHER
/		11/26/2003	fee for receiving fax	3.20	OTHER
/		11/26/2003	Rental Car	247.24	OTHER

Total: 1,038.99

Lodging/M&IE Details 1,450.42

Accounting Code Summary

Accounting Code	Label	Amount
<u>Details</u>	accs1	5,891.19
	accs2	1,450.42
		Total: 7,341.61

Totals Details Totals Summary

Disbursement Type	Amount
Amount Claimed	2,489.41
Non-Reimbursable Expenses	4,852.20
Advance Applied	0.00
Pay To Charge Card	0.00
Pay To Traveler	2,489.41

Enter Comments <No Comments Entered>

Document Status Document Status

Enter Status/PIN to stamp this document

Document Status DATA LINK Awaiting:
Status To Apply Signature PIN

Remarks



[Top of page](#)

#1395

TRAVEL VOUCHER <small>(Read Privacy Act Statement on the back)</small>	1. DEPARTMENT OR ESTABLISHMENT BUREAU DIVISION OR OFFICE 1100-OFC OF SECTY	2. TYPE OF TRAVEL <input checked="" type="checkbox"/> TEMPORARY DUTY <input type="checkbox"/> PERMANENT CHANGE OF STATION	3. VOUCHER NO. 0464TA10005
			4. SCHEDULE NO.

a. NAME (Last, first, middle initial) Small, Lawrence M.		b. SOCIAL SECURITY NO. [REDACTED]	6. PERIOD OF TRAVEL a. FROM 11/19/03 b. TO 11/30/03	
c. MAILING ADDRESS (Include ZIP Code) 1000 Jefferson Drive, SW SIB 205, MRC 016 Washington, DC 20560		d. OFFICE TELEPHONE NO. 202-357-1846	7. TRAVEL AUTHORIZATION a. NUMBER(S) 0464TA10005 b. DATE(S) 11/12/03	
e. PRESENT DUTY STATION Washington, DC		f. RESIDENCE (City and State) Washington, DC		10. CHECK NO.

8. TRAVEL ADVANCE		9. CASH PAYMENT RECEIPT		11. PAID BY
a. Outstanding		a. DATE RECEIVED	b. AMOUNT RECEIVED	
b. Amount to be applied	0.00		\$	
c. Amount due Government (Attached <input type="checkbox"/> Check <input type="checkbox"/> Cash)		c. PAYEE'S SIGNATURE		
D. Balance outstanding				

12. GOVERNMENT TRANSPORTATION REQUESTS, OR TRANSPORTATION TICKETS, IF PURCHASED WITH CASH (List by number below and attach passenger coupon; if cash is used show claim on reverse side)	I hereby assign the United States any right I may have against any parties in connection with reimbursable transportation charges described below, purchased under cash payment procedures (FPMR 101-7)					▶ Traveler's Initials	
	AGENT'S VALUATION OF TICKET (a)	ISSUING CARRIER (Initials) (b)	MODE CLASS OF SERVICE AND ACCOMMODATIONS (c)	DATE ISSUED (d)	POINTS OF TRAVEL		
				FROM (e)	TO (f)		
See Attached Ticket 1	4,852.20			IAD-Washington,	DCKOA-Kona, HI (USA)		
ACCOUNTING CLASSIFICATION:							
accs1-401-2004-040101-110000-6100-2111-8100--				1,038.99	NR-		4,852.2
accs2-402-0000-040201-110000-6100-2111-8100--				1,450.42	NR-		0.0

13. I certify that this voucher is true and correct to the best of my knowledge and belief, and that payment or credit has not been received by me. When applicable, per diem claimed is based on the average cost of lodging incurred during the period covered by this voucher.

TRAVELER SIGN HERE ▶ [Signature] DATE 12/3/03 AMOUNT CLAIMED ▶ 2489.41

NOTE: Falsification of an item in an expense account works a forfeiture of claim (28 U.S.C. 2514) and may result in a fine of not more than \$10,000 or imprisonment for not more than 5 years or both (18 U.S.C. 287; i.d. 1001).

14. This voucher is approved. Long distance phone calls, if any, are certified as necessary in the interest of the Government. (NOTE: If long distance telephone calls are included, the approving official must have been authorized in writing by the head of the department or agency to so certify (31 U.S.C. 680a).)

APPROVING OFFICIAL SIGN HERE ▶ LeAlie Davis, Assistant to the Sec DATE 12-1-03

17. FOR FINANCE OFFICE USE ONLY COMPUTATION

a. DIFFERENCES, IF ANY (Explain and show amount)

15. LAST PRECEDING VOUCHER PAID UNDER SAME TRAVEL AUTHORIZATION

a. VOUCHER NO. b. D.O. SYMBOL c. MONTH & YEAR

16. THIS VOUCHER IS CERTIFIED CORRECT AND PROPER FOR PAYMENT

AUTHORIZED CERTIFYING OFFICIAL SIGN HERE [Signature] DATE 12/3/03

b. TOTAL VERIFIED CORRECT FOR CHARGE TO APPROPRIATION

c. APPLIED TO TRAVEL ADVANCE (Appropriation symbol): \$ 0.00

d. NET TO TRAVELER ▶ \$ 2489.41

ACCOUNTING CLASSIFICATION
SEE BLOCK 12 ABOVE

SCHEDULE OF EXPENSES AND AMOUNTS CLAIMED

INSTRUCTIONS TO TRAVELER *(Unlisted items are self explanatory)*

Col. (c) If the voucher includes per diem allowances for members of employee's immediate family, show members' names, ages, and relationships to employee and marital status of children (unless information is shown on the travel authorization.)

Complete only for actual expense travel

- Col. (d) Show amount incurred for each meal, including tax and tips, and daily total meal cost.
- Col. (g) thru (j) Show expenses, such as: laundry, cleaning and pressing of clothes, tips to bellboys, porters, etc. (other than for meals).
- (i) Complete for per diem and actual expense travel.
- (j) Show total subsistence expense incurred for actual expense travel.
- (m) Show per diem amount, limited to maximum rate, or travel on actual expense, show the lesser of the amount from col. (j) or maximum rate.
- (n) Show expenses, such as: taxi/limousine fares, air fare (if purchased with cash), local or long distance telephone calls for Government business, car rental, relocation other than subsistence, etc.

Complete this information if this is a continuation sheet. **TRIP# 1** PAGE **2** OF **1** PAGES

TRAVEL AUTHORIZATION NO. **0464TA10005**

TRAVELER'S LAST NAME **Small**

DATE 19 <u>03</u>	TIME (Hour and am/pm)	DESCRIPTION (Departure/arrival city, per diem computation, or other explanation of expenses)	ITEMIZED SUBSISTENCE EXPENSES							MILEAGE RATE: 0.000 NO. OF MILES (k)	AMOUNT CLAIMED			
			MEALS				MISCELLANEOUS SUBSISTENCE (h)	LODGING (i)	TOTAL SUBSISTENCE EXPENSE (j)		MILEAGE (l)	SUBSISTENCE (m)	OTHER (n)	
			BREAK-FAST (d)	LUNCH (e)	DINNER (f)	TOTAL (g)								
11/19		D--RES: Washington												
11/19		SI Central Chg Card												
11/19		A--ISLE OF HAWAII:												
11/20		Subsistence												
11/21		Subsistence							650.00	650.00			650.00	
11/21		Lodging Tax												74.21
11/22		Subsistence							650.00	650.00			650.00	
11/22		Lodging Tax												74.21
11/22		car service												567.71
11/22		day room in Hilo												72.42
11/23		Subsistence												
11/24		Subsistence												
11/25		Subsistence							150.42	150.42			150.42	
11/26		Rental Car												247.24
11/26		Subsistence												
11/26		fee for receiving fax												3.20
11/27		Subsistence												
11/28		Subsistence												
11/29		Subsistence												
11/30		D--ISLE OF HAWAII:												
11/30		A:RES: Washington,												
11/30		Subsistence												
SUBTOTALS											0.00	1450.42	1038.99	
TOTALS											0.00	1450.42	1038.99	

If additional space is required, continue on another 1012-A BACK, leaving the front blank.

In compliance with the Privacy Act of 1974, the following information is provided: Solicitation of the information on this form is authorized by 5 U.S.C. Chap. 57 as implemented by the Federal Travel Regulations (FPMR 101.7), E.O. 11609 of July 22, 1971, E.O. 11012 of March 27, 1962, E.O. 9397 of November 22, 1943, and 28 U.S.C. 6011(b) and 6109. The primary purpose of the requested information is to determine payment or reimbursement to eligible individuals for allowable travel and/or relocation expenses incurred under appropriate administrative authorization and to record and maintain costs of such reimbursements to the Government. The information will be used by officers and employees who have a need for the information in the performance of their official duties. The information may be disclosed to appropriate Federal, State, local or foreign agencies, when relevant to civil,

requirement by this agency in connection with the hiring or firing of an employee, the issuance of a security clearance, or investigations of the performance of official duty while in Government service. Your Social Security Account Number (SSN) is solicited under the authority of the Internal Revenue Code (26 U.S.C. 6011(b) and 6109) and E.O. 9397, November 22, 1943, for use as a tax payer and/or employee identification number; disclosure is MANDATORY on vouchers claiming travel and/or relocation allowance expense reimbursement which is, or may be, taxable income. Disclosure of you SSN and other requested information is voluntary in all other instances; however, failure to provide the information (other than SSN) required to support the claim may result in delay or loss of reimbursement.

Enter grand total of columns (l), (m) and (n), below and in item 13 on the front of this form.

TOTAL AMOUNT CLAIMED 2,489.41

12/01/03

ACCOUNTING DETAIL

Doc No:

0464TA10005

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Small, Lawrenc

ACCOUNTING CLASS CODE

TRIP 1

COM. CARRIER-408			4,852.20
OTHER-409			791.75
RENTAL CAR-409			247.24

accs1	0.00	0.00	5,891.19
-------	------	------	----------

Organization: 1100-OFC OF SECTY
 401-2004-040101-110000-6100-2111-8100---

LODGING-409			1,450.42
-------------	--	--	----------

accs2	0.00	0.00	1,450.42
-------	------	------	----------

Organization: 1100-OFC OF SECTY
 402-0000-040201-110000-6100-2111-8100---

SPLIT PAY DISBURSEMENTS:

TOTAL EXPENSES -----		7,341.61
NON-REIMBURSABLE EXPENSES -----		4,852.20
TOTAL AMOUNT CLAIMED -----		2,489.41

GOV'T ADVANCE OUTSTANDING --	0.00	
GOV'T ADVANCE APPLIED -----	0.00	
		0.00

NET TO TRAVELER (GOVT) -----		2,489.41
------------------------------	--	----------

GOV'T CHARGE CARD EXPENSES -	0.00	
GOV'T CHARGE CARD ATM ADV --	0.00	
ADD'L GOV'T CHARGE CARD PYMT	0.00	
TOTAL GOV'T CHARGE CARD AMT	0.00	

PAY TO GOV'T CHARGE CARD-----		0.00
PAY TO TRAVELER -----		2,489.41

	DATE		DESCRIPTION	COST
[]	1. 11/19/03	AIR	SI Central Chg Card	4,852.20
[]	2. 11/26/03	RENT	Rental Car	247.24
[]	3. 11/22/03		car service	567.71
[]	4. 11/19/03 11/30/03	TO	Lodging Expenses	1,450.42

12/01/03

DOCUMENT HISTORY

Voucher: 0464TA10005

Copyright 1998 Gelco Information Network GSD, Inc.

Small, Lawrenc

STATUS DATE TIME SIGNATURE NAME

CREATED 12/01/03 2:57PM LESLIE DAVIS
SIGNED 12/01/03 3:24PM LESLIE DAVIS

I certify that the electronic signatures listed above are valid and on file.

SIGNED

DATE

Exception to SF 1012

NOTE: Falsification of an item in an expense account works a forfeiture of claim (28 U.S.C. 2514) and may result in a fine of not more than \$10,000 or imprisonment for not more than 5 years or both (18 U.S.C. 287; i.d. 1001).

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ARRIVAL DATE NOV-22-03	DEPARTURE DATE NOV-23-03	NO. OF NIGHTS 1	NO. OF PERSONS 2	ROOM TYPE SUF	ROOM RATE	ADDITIONAL SERVICES	RESERVATION SUMMARY
RES. DATE AUG-15-03	RES. NUMBER 135909	AGENT 120-0		SMITHSONIAN INST. ASTROPHYSICAL OBSERV. NON SMKING 179.00 DLX			65.00 ROOM CHARGES .00 ROOM TAXES 4.71 OTHER CHARGES 2.71 72.42 RES. TOTAL

CC # or Deposit required to guarantee reservation
Please disregard if CC# or Deposit has already been sent.

SMALL, LAWRENCE
1000 JEFFERSON DRIVE SW

WASHINGTON
DC 20560-0016

DEPOSIT REC'D. .00	DATE
BALANCE DUE 72.42	DATE

PLEASE READ OUR
PAYMENT AND
RESERVATION
POLICY ON BACK

HAWAII NANILOA HOTEL

93 BANYAN DRIVE
HILO, HAWAII 96720

(808) 969-3333

PLEASE RETURN THIS COPY WITH YOUR DEPOSIT

ARRIVAL DATE NOV-22-03	DEPARTURE DATE NOV-23-03	NO. OF NIGHTS 1	NO. OF PERSONS 2	ROOM TYPE SUF	ROOM RATE	ADDITIONAL SERVICES	RESERVATION SUMMARY
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SMALL, LAWRENCE
1000 JEFFERSON DRIVE SW

WASHINGTON
DC 20560-0016

DEPOSIT REC'D. .00	DATE
BALANCE DUE 72.42	DATE

PLEASE READ OUR
PAYMENT AND
RESERVATION
POLICY ON BACK

HAWAII NANILOA HOTEL

93 BANYAN DRIVE
HILO, HAWAII 96720

(808) 969-3333

KEEP THIS COPY FOR YOUR RECORDS

L.

I seem to have misplaced the bill for Kilauea Lodge. It was the same as for the deposit you sent. There were no extra charges. Since that night is an ST expense, ^(approx \$160.-) please use the copy you have or call Kilauea and have them fax you another.

tz

Cost of Fax to Kilauea Lodge 9 AMB passback info.



REDFORM 8

KILAUEA LODGE, LTD.

RENT MUST BE PAID IN ADVANCE

Date 11/20 19 2003 6685

Received From Lawrence Small

Dollars \$ 3.20

For Rent of Fax

From _____ To _____

HOW PAID	
CASH	<input checked="" type="checkbox"/>
CHECK	<input type="checkbox"/>
MONEY ORDER	<input type="checkbox"/>

By [Signature]

KONA KEAHOLE AIRPORT
RENTAL RECORD: 109908190
LAWRENCE SMALL
COMPLETED BY: 3945
RENTED: KONA KEAHOLE AIRPORT
RENTAL: 11/19/03 18:54
RETURN: 11/29/03 20:40
MILES IN: 05491 OUT: 05114
MILES DRIVEN: 377
PLAN IN/OUT: WEBW /WEBW
CLS: U

1 WEEKS	357.99	357.99
3 EX DAYS	71.60	214.80
DISCOUNT 10%		57.28
SUBTOTAL		515.51
CONCESSION FEE RECOVERY		41.76
FF SURCHARGE		2.00
TX 4.166% ON	559.27	23.30
*VEN LIC FEE		35.53
NET DUE		618.10
PAID BY:		
CREDIT CARD #:		
FF#		
FF MILES AWARDED	500	

Thank you for renting from
Hertz

L: 57 expense stored
Use for from days of Plus
hill 1 day transport from
airport
2 days transportation to and
from Kona Historical
Society and Hawaii
Volcano Observatory
1 day transport to airport
4 days = 409.90 total
\$618.10 x 409.90 = \$247.27

Hertz
Hertz
Hertz
Hertz
Hertz



FOUR SEASONS RESORT
Hualalai at Historic Hā'upulehu

Mr. and Mrs. Lawrence Small

Arrival :11/19/03
 Departure:11/29/03
 Room :0510

S T A T E M E N T

Four Seasons Resort Hualalai, 11/29/03 17:59/50 THOMAS/ 1 / 1

<u>Date</u>	<u>Description</u>	<u>Debit</u>	<u>Credit</u>
11/19	Room Charge	650.00	
11/19	Rms State Tax 4.1666%	27.08	
11/19	Rms Occupancy Tax 7.25%	47.13	
11/19	Room Service Dinner	172.54	
	->#510 : CHECK #5764		
11/19	Private Bar #510 : CHECK #5834	21.44	
11/19	Advance Deposit		650.00
11/20	Room Charge	650.00	
11/20	Rms State Tax 4.1666%	27.08	
11/20	Rms Occupancy Tax 7.25%	47.13	
11/20	Pahu i'a Breakfast	48.74	
	->#510 : CHECK #5973		
11/20	Pahu i'a Dinner #510 : CHECK #6341	170.22	
11/20	Beach Tree Lunch #510 : CHECK #6123	66.85	
11/20	Telephone-Local	0.75	
11/20	Fax/Pay Stat/GTE 2 page fax	6.00	
11/20	Retail Sales Tax tax for fax	0.25	
11/20	Hualalai Trading Company	19.62	
	->#0510 : CHECK #141126		
11/20	Hualalai Beauty Salon Mani	42.46	
11/21	Room Charge	650.00	
11/21	Rms State Tax 4.1666%	27.08	
11/21	Rms Occupancy Tax 7.25%	47.13	
11/21	Pahu i'a Breakfast	57.08	
	->#510 : CHECK #6527		
11/21	Beach Tree Lunch #510 : CHECK #6681	65.85	
11/21	FEDEX/UPS/DHL/Airborne FEDEX Shipment	16.44	
11/21	Hualalai Trading Company	5.99	
	->#0510 : CHECK #141525		
11/21	Hualalai Club Grille	149.17	
	->#0510 : CHECK #406107		
11/22	Room Charge	650.00	
11/22	Rms State Tax 4.1666%	27.08	

P.O. BOX 1269, KAILUA-KONA, HAWAII 96745, USA
 TEL: (808) 325-8000 FAX: (808) 325-8100 www.fourseasons.com



FOUR SEASONS RESORT
Hualalai at Historic Ka'upulehu

Mr. and Mrs. Lawrence Small
 [REDACTED]
 [REDACTED]

Arrival :11/19/03
 Departure:11/29/03
 Room :0510

S T A T E M E N T

Four Seasons Resort Hualalai, 11/29/03 17:59/50 THOMASS/ 2 / 1

<u>Date</u>	<u>Description</u>	<u>Debit</u>	<u>Credit</u>
11/22	Rms Occupancy Tax 7.25%	47.13	
11/22	Room Service Bkfst	66.84	
	->#510 : CHECK #6913		
11/22	Luana's Limousine Svc Sedan charter	567.71	51
11/23	Room Charge	650.00	
11/23	Rms State Tax 4.1666%	27.08	
11/23	Rms Occupancy Tax 7.25%	47.13	
11/23	Pahu i'a Breakfast	60.08	
	->#510 : CHECK #7733		
11/23	Pahu i'a Dinner #510 : CHECK #8198	164.57	
11/23	Beach Tree Lunch #510 : CHECK #8004	64.24	
11/23	Laundry/Valet #510 : CHECK #8006	4.16	
11/24	Room Charge	650.00	
11/24	Rms State Tax 4.1666%	27.08	
11/24	Rms Occupancy Tax 7.25%	47.13	
11/24	Room Service Bkfst	60.08	
	->#510 : CHECK #8274		
11/24	Room Service Dinner	78.83	
	->#510 : CHECK #8965		
11/24	Beach Tree Lunch #510 : CHECK #8721	47.66	
11/25	Room Charge	650.00	
11/25	Rms State Tax 4.1666%	27.08	
11/25	Rms Occupancy Tax 7.25%	47.13	
11/25	Room Service Bkfst	58.85	
	->#510 : CHECK #8971		
11/26	Room Charge	650.00	
11/26	Rms State Tax 4.1666%	27.08	
11/26	Rms Occupancy Tax 7.25%	47.13	
11/26	Beach Tree Dinner #510 : CHECK #290	131.60	
11/27	Room Charge	650.00	
11/27	Rms State Tax 4.1666%	27.08	
11/27	Rms Occupancy Tax 7.25%	47.13	
11/27	Pahu i'a Breakfast #510 : CHECK #514	52.91	



FOUR SEASONS RESORT
Hualalai at Historic Ha'upulehu

Mr. and Mrs. Lawrence Small

Arrival :11/19/03
 Departure:11/29/03
 Room :0510

[REDACTED]
 [REDACTED]

S T A T E M E N T

Four Seasons Resort Hualalai, 11/29/03 17:59/50 THOMASS/ 3 / 1

<u>Date</u>	<u>Description</u>	<u>Debit</u>	<u>Credit</u>
11/27	Pahu i'a Dinner #510 : CHECK #1045	184.18	
11/27	In-Room A/V #0510 : VIDEO MOVIE	12.49	
11/27	Hualalai Trading Company	28.91	
	->#0510 : 'CHECK #143445		
11/28	Room Charge	650.00	
11/28	Rms State Tax 4.1666%	27.08	
11/28	Rms Occupancy Tax 7.25%	47.13	
11/28	Pahu i'a Breakfast	57.08	
	->#510 : CHECK #1298		
11/29	Rm Chg-Late Ck Out 6pm c/o	325.00	
11/29	Adj Rms State Tax tax on late c/o	13.54	
11/29	Adj Rms Occupancy Tax tax on late c/o	23.56	
11/29	Pahu i'a Breakfast	57.08	
	->#510 : CHECK #2033		
Total		10144.87	650.00
Balance		9494.87	\$

I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, association or company fails to pay for any part or the full amount for these charges. Please leave your room key at the reception upon departure. This folio also serves as a receipt of payment for services rendered.



FOUR SEASONS RESORT
Hualalai at Historic Ka'upulehu

Mr. and Mrs. Lawrence Small
[REDACTED]
[REDACTED]

Arrival :11/19/03
Departure:11/29/03
Room :0510

S T A T E M E N T

Four Seasons Resort Hualalai, 11/29/03 17:59/50 THOMASS/ 4 / 1

<u>Date</u>	<u>Description</u>	<u>Debit</u>	<u>Credit</u>
-------------	--------------------	--------------	---------------

Thank you for staying at The Four Seasons Resort Hualalai

03 8212 4326
PASSENGER TICKET AND BAGGAGE CHECK #464TA10005
 SUBJECT TO CONDITIONS OF CONTRACT
 ISSUED BY **ETKT** **ARC** **17NOV03** **PASSENGER RECEIPT 1 OF 1** 028641 0203679 3
UNITED AIRLINES **ARC** **17NOV03** **PASSENGER RECEIPT 1 OF 1** **US**
 ISS. AGT. ID. / PLACE OF ISSUE: **0011/TEBA *C1/AJ1**
 NAME OF PASSENGER: **SMALL/LAWRENCE** / WASHINGTON DC
 FARE BASIS: **MULTI** TOUR CODE: **0**
 FROM: **XLAX UA 189 F 19NOV FUAS**
 TO: **IAQ UA 194 F 30NOV FUAS**
****NOT VALID FOR TRANSPORTATION THROUGHOUT YOUR JOURNEY****
 ENDORSEMENTS/RESTRICTIONS: **RETAIN THIS RECEIPT**
 ORIGINAL ISSUE: ISSUED IN EXCHANGE FOR: PNR CODE: **GYQURR/AA**
 FARE CALCULATION: **WAS UA X/LAX Q9.30 UA K0A2301.32FUAS UA X/LAX Q9.30 UA WAS2301.32FUAS 4621.24 END ZPI**
ADLAXK0ALAXT13.4BUS10.00AY13.50XFIA04.5LAX4.5LAX4.5
 FARE: **USD 4621.24** EQUIV. FARE PAID: FORM OF PAYMENT: **997828**
 TAX/FEE/CHARGE: **US 176.06** PCS CK WT UNCK WT: *********
 TAX/FEE/CHARGE: **ZP 12.00** STOCK CONTROL NUMBER TX: **88932715030165** DOCUMENT NUMBER: **0 016 7470302539 1**
 TAX/FEE/CHARGE: **XT 36.90**
 TOTAL: **USD 4846.20**
 BAGGAGE ID. NO.: **NOT VALID FOR TRAVEL**
016 7470302539 1

03 8212 4326
PASSENGER TICKET AND BAGGAGE CHECK #464TA10005
 SUBJECT TO CONDITIONS OF CONTRACT
 ISSUED BY **ETKT** **ARC** **17NOV03** **MCO PASSENGER RECEIPT** 028641 0203679
AIRLINES REPORTING CORP **ARC** **17NOV03** **MCO PASSENGER RECEIPT** **US**
 ISS. AGT. ID. / PLACE OF ISSUE: **0011/TEBA AC1/AJ1**
 NAME OF PASSENGER: **SMALL/LAWRENCE** / WASHINGTON DC
 FARE BASIS: **DC** TOUR CODE: **0**
 FROM: **XLAX UA 189 F 19NOV FUAS**
 TO: **IAQ UA 194 F 30NOV FUAS**
TRAVEL RELATED SERVICE FEE
THIS IS YOUR RECEIPT
 ENDORSEMENTS/RESTRICTIONS: **RETAIN THIS RECEIPT**
 ORIGINAL ISSUE: ISSUED IN EXCHANGE FOR: PNR CODE: **GYQURR/AA**
 FARE CALCULATION: **WAS UA X/LAX Q9.30 UA K0A2301.32FUAS UA X/LAX Q9.30 UA WAS2301.32FUAS 4621.24 END ZPI**
ADLAXK0ALAXT13.4BUS10.00AY13.50XFIA04.5LAX4.5LAX4.5
 FARE: **USD 6.00** EQUIV. FARE PAID: FORM OF PAYMENT: **811769**
 TAX/FEE/CHARGE: **0.00US** PCS CK WT UNCK WT: *********
 TAX/FEE/CHARGE: **ZP 12.00** STOCK CONTROL NUMBER TX: **88932715030180** DOCUMENT NUMBER: **0 890 8131846043 3**
 TAX/FEE/CHARGE: **XT 36.90**
 TOTAL: **USD 6.00**
 BAGGAGE ID. NO.: **NOT VALID FOR TRAVEL**
OR PAYMENT
8901 09503841



1100 17th STREET, N.W. SUITE 400 WASHINGTON, DC 20036 TEL: (202) 828-3501 FAX: (202) 785-2566

SAL PERSON: J1
CUSTOMER NBR: 028641

ITINERARY/INVQICE NO. 0203679
GVQURR

DATE: 17 NOV 03
PAGE: 01

TO: SMITHSONIAN INSTITUTION
TRAVEL SERVICES OFFICE
WASHINGTON DC 20560
TELEPHONE 202-357-2197
FAX 202-357-2049

FOR: SMALL/LAWRENCE REF: 0464TA10005

19 NOV 03 - WEDNESDAY
 AIR UNITED AIRLINES FLT:189 FIRST CLASS BREAKFAST
 LV WASHINGTON DULLES 830A EQP: BOEING 757
 05HR 35MIN
 AR LOS ANGELES 1105A NON-STOP
 ARRIVE: TERMINAL 7 REF: JF9HPA
 SMALL/LAWRENCE SEAT- 4B UA-00310960284
 AIR UNITED AIRLINES FLT:51 FIRST CLASS LUNCH
 LV LOS ANGELES 150P EQP: BOEING 757
 DEPART: TERMINAL 7 05HR 35MIN
 AR KONA 525P NON-STOP
 REF: JF9HPA
 SMALL/LAWRENCE SEAT- 5B UA-00310960284

29 NOV 03 - SATURDAY
 AIR UNITED AIRLINES FLT:50 FIRST CLASS SNACK
 LV KONA 1015P EQP: BOEING 757
 04HR 57MIN

30 NOV 03 - SUNDAY
 AR LOS ANGELES 512A NON-STOP
 ARRIVE: TERMINAL 7 REF: JF9HPA
 SMALL/LAWRENCE SEAT- 6B UA-00310960284
 AIR UNITED AIRLINES FLT:194 FIRST CLASS BREAKFAST
 LV LOS ANGELES 630A EQP: AIRBUS A320
 DEPART: TERMINAL 7 04HR 45MIN
 AR WASHINGTON DULLES 215P NON-STOP
 REF: JF9HPA
 SMALL/LAWRENCE SEAT- 2B UA-00310960284

24 SEP 04 - FRIDAY
OTHER WASHINGTON
MCO XDB131846043

BILLED TO [REDACTED] 6.00*

A TICKET UA7470302539
ELC TKT

SMALL LAWRENCE
BILLED TO [REDACTED] 4,846.20*



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DATE: 17 NOV 03
PAGE: 02

TO: SMITHSONIAN INSTITUTION
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WASHINGTON DC 20560
TELEPHONE 202-357-2197
FAX 202-357-2049

FOR: SMALL/LAWRENCE

REF: 0464TA10005

24 SEP 04 - FRIDAY

SUB TOTAL	4,852.20
NET CC BILLING	4,852.20*
TOTAL AMOUNT DUE	0.00

IT IS SUGGESTED THAT YOU RECONFIRM YOUR RETURN RESERVATION PRIOR TO FLIGHT TIME.

UNUSED TICKETS MUST BE RETURNED TO TRAVEL SERVICES FOR REFUND.

YOU MUST PRESENT A GOVERNMENT ISSUED I.D., SUCH AS A DRIVER LICENSE OR PASSPORT, AT THE AIRPORT.

PLEASE CHECK WWW.EXECTRVEL.COM FOR THE MOST RECENT AIRLINE AND FLIGHT INFORMATION AND TO OBTAIN YOUR BOARDING PASSES.

STATE TAX EXEMPTION LISTING IS FOUND AT WWW.GSA.GOV TYPE TRAVEL MANAGEMENT POLICY IN THE SEARCH FIELD.



RR 109908190 LAWRENCE SMALL
 RENTED: AT KONA KEAHOLE AIRPORT

VEH 02693/2077451 PG 1 OF 3 #01 PP
 0260511 PLATINUM

RENTED BY THE
 HERTZ CORPORATION

YOUR CHARGES WILL BE FOR 1WK, 3XDY, UNDER THE RATE PLAN SHOWN BELOW.
 YOU ARE REQUIRED TO RETURN ON 11/29/03 AT 21:30 TO KONA KEAHOLE AIRPORT
 IF YOU DO NOT RETURN THEN AND THERE, A DIFFERENT RATE PLAN WITH HIGHER RATES AND/OR A SERVICE CHARGE WILL APPLY.

RATE PLAN WEBW (T) RATE CLASS U DISCOUNT - R 10% YOU AGREE TO THESE ADDITIONAL CHARGES: (T)
 \$ 357.99 PER WEEK WITH ALL MILES FREE
 \$ 71.60 PER EX DY
 \$ 35.80 PER EX HR
 \$ 35.80 PER XDY XHR

03 MUSTANG CV N LIC HI HCU961 MILES OUT 5114 CLS U NVL N FUEL OUT 8/8 TK CAP 15.5 STALL
 FPO IS OFFERED AT \$ 35.63 PER RENTAL (T) ACCEPT / DECLINE - IF DECLINED, FUEL & SERVICE CHARGES OF \$.181 PER MILE OR \$ 3.43 GALLON (T) APPLY.

YOU AGREE TO OPTIONAL SERVICES OF:

LDW AT \$ 19.99 PER DAY (T) ACCEPT / DECLINE
 LIS AT \$ 9.95 PER DAY ACCEPT / DECLINE
 PAI,PEC AT \$ 5.50 PER DAY ACCEPT / DECLINE

OTHER FEES AND ASSESSMENTS:

CONCESSION FEE RECOVERY 8.10% (T)
 *VEH LIC FEE \$ 3.23 PER DAY
 TAX RATE - 4.166% APPLIES TO ALL CHARGES MARKED (T)
 * INCLUDES \$ 3.00 PER DAY HI SURCHARGE.

APPENDIX B
PER DIEM LOCALITY

JOINT FEDERAL TRAVEL REGULATION

COUNTRY	CITY	SEA BGN	DATES END	MAXIMUM LODGING	LOCAL MEALS RATE	PROP MEALS RATE	LOCAL INCI. RATE	MAX PER DIEM RATE	EFFECTIVE DATE
GUYANA									
	GEORGETOWN			150	38	23	10	198	10/01/2002
	[OTHER]			150	38	23	10	198	10/01/2002
HAITI									
	PETIONVILLE			127	86	47	21	234	01/01/2003
	PORT-AU-PRINCE			127	86	47	21	234	01/01/2003
	[OTHER]			74	44	26	11	129	10/01/1998
HAWAII									
	CAMP H M SMITH			112	66	37	16	194	05/01/2003
	EASTPAC NAVAL COMP TELE AREA			112	66	37	16	194	05/01/2003
	FT. DERUSSEY			112	66	37	16	194	05/01/2003
	FT. SHAFTER			112	66	37	16	194	05/01/2003
	HICKAM AFB			112	66	37	16	194	05/01/2003
	HONOLULU (INCL NAV & MC RES CTR)			112	66	37	16	194	05/01/2003
	ISLE OF HAWAII: HILO			100	64	36	16	180	06/01/2003
	ISLE OF HAWAII: OTHER			150	63	36	16	229	06/01/2003
	ISLE OF KAUAI			158	70	39	18	246	05/01/2003
	ISLE OF MAUI			159	71	40	18	248	06/01/2002
	ISLE OF OAHU			112	66	37	16	194	05/01/2003
	KEKAHA PACIFIC MISSILE RANGE FAC			158	70	39	18	246	05/01/2003
	KILAUEA MILITARY CAMP			100	64	36	16	180	06/01/2003
	LANAI			395	110	59	28	533	05/01/2003
	LUALUALEI NAVAL MAGAZINE			112	66	37	16	194	05/01/2003
	MCB HAWAII			112	66	37	16	194	05/01/2003
	MOLOKAI			101	78	43	20	199	05/01/2003
	NAS BARBERS POINT			112	66	37	16	194	05/01/2003
	PEARL HARBOR [INCL ALL MILITARY]			112	66	37	16	194	05/01/2003
	SCHOFIELD BARRACKS			112	66	37	16	194	05/01/2003